

Screen help for EMPR will be changed as follows.

SCREEN: EMPR EMPLOYABILITY PLAN RECONCILIATION

FIELD HELP AVAILABLE ON THE FOLLOWING FIELDS:

- CMP - COMPONENT CODE
- CLIENT POA - CLIENT POSITION ON APPLICATION
- REC - ACTUAL RECONCILED HOURS
- EX - EXCUSED HOURS
- HOL - HOLIDAY HOURS
- M - RECONCILIATION METHOD

FOR MORE INFORMATION ON EMPR PLEASE ACCESS THE TEAMS TRAINING WEBSITE AT:
http://vhsp.dphhs.state.mt.us/sevp/teams/teams_tools/teams_tools_home.htm

New on-line field help will be required for the EX column on EMPR.

FIELD: EXCUSED HOURS

EXCUSED HOURS ARE LIMITED TO 16 HOURS PER MONTH WITH A MAXIMUM OF 80 HOURS IN A PRECEDING 12-MONTH PERIOD.

EXCUSED HOURS CAN ONLY BE USED WITH WEX, JBS, CSP, STT, JST, ABE, OR HSE COMPONENTS.

New on-line field help will be required for the HOL column on EMPR.

FIELD: HOLIDAY HOURS

HOLIDAY HOURS ARE LIMITED PER POLICY TO 10 SPECIFIC DAYS PER YEAR. SEE POLICY FOR SELECTED DATES.

HOLIDAY HOURS CAN ONLY BE USED WITH WEX, JBS, CSP, STT, JST, ABE, OR HSE COMPONENTS.

New on-line field help will be required for the REC column on EMPR.

FIELD: REC

ACTUAL HOURS COMPLETED. DO NOT INCLUDE EXCUSED OR HOLIDAY HOURS IN THIS FIELD.

Screen help for EMPS will be changed as follows.

SCREEN: EMPS EMPLOYABILITY PLAN/FIA SELECTION

FIELD HELP AVAILABLE ON THE FOLLOWING FIELDS:

STT MONTH

JBS HOURS

EXCUSED HOURS

FOR MORE INFORMATION ON EMPS PLEASE ACCESS THE TEAMS TRAINING WEBSITE AT

http://vhsp.dphhs.state.mt.us/sevp/teams/teams_tools/teams_tools_home.

New on-line field help will be required for the STT MONTH column on EMPS.

FIELD: STT MONTH

THIS FIELD DISPLAYS THE CURRENT COUNT OF ALL STT COMPONENTS FOR A PERSON REGARDLESS OF THE BENEFIT MONTH ENTERED ON EMPS, OR WHETHER OR NOT THE STT COMPONENT HAS BEEN RECONCILED.

New on-line field help will be required for the JBS HOURS column on EMPS.

FIELD: JBS HOURS

THIS FIELD DISPLAYS THE CURRENT COUNT OF ALL JBS HOURS FOR A PERSON IN THE PRIOR 12-MONTH PERIOD INCLUDING THE BENEFIT MONTH DISPLAYED ON EMPS.

New on-line field help will be required for the EXCUSED HOURS column on EMPS.

FIELD: EXCUSED HOURS

THIS FIELD DISPLAYS THE CURRENT COUNT OF ALL EXCUSED HOURS FOR A PERSON IN THE PRIOR 12-MONTH PERIOD INCLUDING THE BENEFIT MONTH DISPLAYED ON EMPS.